

**Environment:** TSTING  
**Test Level:** System

**Script # / Name:** 1.7 - Edits (Soft) - Monthly Quarterly Form  
 This script will test every Soft edit scenario, ensuring that the Soft edit triggers a warning at both  
**Scenario Description:** 'Save', 'Submit' and 'Accept'  
**File Name:** N/A  
 A Monthly Form has not been submitted for the given month and year which will trigger Soft  
**Assumptions:** Edit 3.18  
**Prerequisite:** N/A



**Executed By / Date:**  
**Product / Release:** TO 130 - Form 2000 Enhancements  
**Prepared By / Date:** Nazia Abbas / 20 May 2003  
**Acceptance Sign Off / Date:**

Pass/Fail	
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Step	Action	Navigation Path	Input	Expected Results	Actual Results	Req #	Pass / Fail	Issues/Comments
<b>Submit Monthly Quarterly Report to Test Requirement 3.18</b>								
1	Log into Oracle under <b>System Administrator</b> Responsibility.							
2	Navigate to Users Form. Query for your Username. Choose supplier from the LOV and save	Security --> User --> Define	Fanth, Kristen (GA 746)	Supplier is assigned to your Username.				
3	Switch Responsibility to <b>FSA GA Manager</b> .							
4	Navigate to the FSA GA Monthly Quarterly Financial Report and fill out header information accordingly.	GA Monthly Quarterly Reports	Month: 9 Year: 2003	GA Monthly Quarterly Reports form appears. Data can be entered for this Month/Year.				
5	Enter appropriate values in the Form to cause Soft Edit 3.18 to be triggered.		<Enter any values in any field. >	Form is populated with amounts entered.				
6	Save form.	Action --> Save		Message is displayed stating that: 'Please note that the corresponding Monthly report should have a status of Submitted before this report can be submitted. Press Cancel to make correction. Press OK to continue.'		3.1		
7	Click OK.			The warning message closes, form appears. User is allowed to save form.				
8	Click Submit.			Message is displayed stating that: 'Please note that the corresponding Monthly report should have a status of Submitted before this report can be submitted. Press Cancel to make correction. Press OK to continue.'		3.18, 3.2		
9	Click OK.			GA Monthly Quarterly Form 2000 Report is submitted.		3.4		
10	Log into Oracle under <b>System Administrator</b> Responsibility.							
11	Navigate to Users Form. Query for your Username. Remove supplier and save.	Security --> User --> Define		Supplier is removed from your Username.				
12	Switch responsibility to <b>FSA Financial Partner Manager</b> .							
13	Navigate to GA Monthly Quarterly Form 2000.	GA Monthly Quarterly Reports		GA Monthly Quarterly Reports form appears.				
14	Query to find the submitted GA Monthly Quarterly Form 2000. Click Accept button.			Message is displayed stating that: 'Please note that the corresponding Monthly report should have a status of Submitted before this report can be submitted. Press Cancel to make correction. Press OK to continue.'		3.4		
15	Click OK.			Status in Header states Accepted.				
16	View Concurrent Requests.	Help --> View My Requests		Find Requests window appears.				

17	Click Find.			Requests window appears. The following requests initiate and complete successfully: FSA FFEL GA Form 2000 AP/GL Load Interface Journal Import				
18	Record the Journal Import Request ID. Verify that the Output file states all of the journal lines headers and batches that were imported with a status of Success. Record the Batch Name (GL). Save the Output.							
<b>Submit Monthly Quarterly Report to Test Requirements 3.16, 3.17</b>								
19	Log into Oracle under <b>System Administrator</b> Responsibility.							
20	Navigate to Users Form. Query for your Username. Choose supplier from the LOV and save	Security --> User --> Define	<a href="#">Austin, Annie (GA 712)</a>	Supplier is assigned to your Username.				
21	Switch Responsibility to <b>FSA GA Manager</b> .							
22	Navigate to the FSA GA Monthly Quarterly Financial Report and fill out header information accordingly.	GA Monthly Quarterly Reports	Month: 6 Year: 2003	GA Monthly Quarterly Reports form appears. Data can be entered for this Month/Year.				
23	Enter appropriate values in the Form to cause Soft Edit 3.16 to be triggered. Make the values more than 2% greater than the value for MR32_P for period 2.		<a href="#">&lt;NO DATA YET&gt;</a>	Form is populated with amounts entered.				
24	Save form.	Action --> Save		Message is displayed stating that: 'Please note that the Federal Receivable Edit has been violated. The Ending Balance on Defaulted Loans (MR32) is not within +/- 2% of the Federal Receivable calculation. MR32_P = <amount> MR32_I = <amount> Federal Receivable P = <amount> Federal Receivable I = <amount> Press Cancel to make correction. Press OK to continue.'	<b>3.16, 3.1</b>			
25	Click OK.			The warning message closes, form appears. User is allowed to save form.				
26	Click Submit.			Message is displayed stating that: 'Please note that the Federal Receivable Edit has been violated. The Ending Balance on Defaulted Loans (MR32) is not within +/- 2% of the Federal Receivable calculation. MR32_P = <amount> MR32_I = <amount> Federal Receivable P = <amount> Federal Receivable I = <amount> Press Cancel to make correction. Press OK to continue.'	<b>3.16, 3.2</b>			
27	Click Cancel.			GA Monthly Quarterly Form 2000 Report is NOT submitted.	<b>3.2</b>			
28	Clear the form, leaving header information intact.			Form is cleared.				
29	Repeat steps 23-28 making the input value more than 2% <b>less</b> than the value for MR32_P for period 2. (ie. Make the value atleast 3% or 4% less than the MR32_P value.		<a href="#">&lt;NO DATA YET&gt;</a>	Message is displayed stating that: 'Please note that the Federal Receivable Edit has been violated. The Ending Balance on Defaulted Loans (MR32) is not within +/- 2% of the Federal Receivable calculation. MR32_P = <amount> MR32_I = <amount> Federal Receivable P = <amount> Federal Receivable I = <amount> Press Cancel to make correction. Press OK to continue.'				

30	Enter appropriate values in the Form to ensure that Soft Edit 3.16 is not triggered.		<NO DATA YET>	Form is populated with amounts entered. Calculations are within 2% of MR32_P for period 2.				
31	Click Submit.			Message is displayed stating: 'Are you sure you want to Submit?' Edit 3.16 was not triggered.		3.16, 3.2		
32	Click Cancel.			GA Monthly Quarterly Form 2000 Report is NOT submitted.		3.2		
33	Clear the form, leaving header information intact.			Form is cleared.				
34	Enter appropriate values in the Form to ensure that Soft Edit 3.16 is not triggered.		<NO DATA YET>	Form is populated with amounts entered. Calculations are exactly 2% <b>greater</b> than MR32_P for period 2.				
35	Click Submit.			Message is displayed stating: 'Are you sure you want to Submit?' Edit 3.16 was not triggered.		3.16, 3.2		
36	Click Cancel.			GA Monthly Quarterly Form 2000 Report is NOT submitted.		3.2		
37	Clear the form, leaving header information intact.			Form is cleared.				
38	Enter appropriate values in the Form to ensure that Soft Edit 3.16 is not triggered.		<NO DATA YET>	Form is populated with amounts entered. Calculations are exactly 2% <b>less</b> than MR32_P for period 2.				
39	Click Submit.			Message is displayed stating: 'Are you sure you want to Submit?' Edit 3.16 was not triggered.		3.16, 3.2		
40	Click Cancel.			GA Monthly Quarterly Form 2000 Report is NOT submitted.		3.2		
41	Clear the form, leaving header information intact.			Form is cleared.				
42	Repeat steps 38-41 where the value is less than 2% <b>greater</b> than MR32_P for period 2. (ie the value could be around 1% greater than the MR32_P value)		<NO DATA YET>					
43	Repeat steps 38-41 where the value is less than 2% <b>less</b> than MR32_P for period 2. (ie the value could be 1% less than the MR32_P value)		<NO DATA YET>					
44	Enter appropriate values in the Form to cause Soft Edit 3.17 to be triggered. Make the values more than 2% greater than the value for MR32_I for period 2.		<NO DATA YET>					
45	Save form.	Action --> Save		Form is populated with amounts entered. Message is displayed stating that: 'Please note that the Federal Receivable Edit has been violated. The Ending Balance on Defaulted Loans (MR32) is not within +/- 2% of the Federal Receivable calculation. MR32_I = <amount> MR32_I = <amount> Federal Receivable P = <amount> Federal Receivable I = <amount> Press Cancel to make correction. Press OK to continue.'		3.17, 3.1		
46	Click OK.			The warning message closes, form appears. User is allowed to save form.				

47	Click Submit.			Message is displayed stating that: 'Please note that the Federal Receivable Edit has been violated. The Ending Balance on Defaulted Loans (MR32) is not within +/- 2% of the Federal Receivable calculation. MR32_I = <amount> MR32_I = <amount Federal Receivable P = <amount> Federal Receivable I = <amount> Press Cancel to make correction. Press OK to continue.'		3.17, 3.2		
48	Click Cancel.			GA Monthly Quarterly Form 2000 Report is NOT submitted.		3.2		
49	Clear the form, leaving header information intact.			Form is cleared.				
50	Repeat steps 44-49 making the input value more than 2% less than the value for MR32_I for period 2. (ie. Make the value atleast 3% or 4% less than the MR32_I value.)			Message is displayed stating that: 'Please note that the Federal Receivable Edit has been violated. The Ending Balance on Defaulted Loans (MR32) is not within +/- 2% of the Federal Receivable calculation. MR32_I = <amount> MR32_I = <amount Federal Receivable P = <amount> Federal Receivable I = <amount> Press Cancel to make correction. Press OK to continue.'				
51	Enter appropriate values in the Form to ensure that Soft Edit 3.17 is not triggered.		<NO DATA YET>	Form is populated with amounts entered. Calculations are within 2% of MR32_I for period 2.				
52	Click Submit.			Message is displayed stating: 'Are you sure you want to Submit?' Edit 3.17 was not triggered.		3.17, 3.2		
53	Click Cancel.			GA Monthly Quarterly Form 2000 Report is NOT submitted.		3.2		
54	Clear the form, leaving header information intact.			Form is cleared.				
55	Enter appropriate values in the Form to ensure that Soft Edit 3.17 is not triggered.			Form is populated with amounts entered. Calculations are exactly 2% <b>greater</b> than MR32_I for period 2.				
56	Click Submit.			Message is displayed stating: 'Are you sure you want to Submit?' Edit 3.17 was not triggered.		3.17, 3.2		
57	Click Cancel.			GA Monthly Quarterly Form 2000 Report is NOT submitted.		3.2		
58	Clear the form, leaving header information intact.			Form is cleared.				
59	Enter appropriate values in the Form to ensure that Soft Edit 3.17 is not triggered.			Form is populated with amounts entered. Calculations are exactly 2% <b>less</b> than MR32_I for period 2.				
60	Click Submit.			Message is displayed stating: 'Are you sure you want to Submit?' Edit 3.17 was not triggered.		3.17, 3.2		
61	Click Cancel.			GA Monthly Quarterly Form 2000 Report is NOT submitted.		3.2		
62	Clear the form, leaving header information intact.			Form is cleared.				
63	Repeat steps 59 - 62 where the value is less than 2% greater than MR32_I for period 2. (ie. The value could be 1% greater than the MR32_I value.)							
64	Repeat steps 59 - 62 where the value is less than 2% less than MR32_I for period 2. (ie. The value could be 1% less than the MR32_I value.)							

65	Enter appropriate values in the Form to cause all of the Soft edits to be triggered.			Form is populated with amounts entered.				
66	Save form.	Action --> Save		The appropriate Error Message is displayed. User is given opportunity to Cancel and correct error.		3.1		
67	Click Cancel			The warning message closes, form appears. User is allowed to save form.				
68	Click Submit.			The appropriate error message is displayed. User can submit form by clicking 'OK'.		3.16, 3.17, 3.2		
69	Click OK.			GA Monthly Quarterly Form 2000 Report is submitted.		3.4		
70	Log into Oracle under <b>System Administrator</b> Responsibility.							
71	Navigate to Users Form. Query for your Username. Remove supplier and save.	Security --> User --> Define		Supplier is removed from your Username.				
<b>Accept Monthly Quarterly Report, Run AP/GL Load Interface</b>								
50	Switch responsibility to <b>FSA Financial Partner Manager</b> .							
51	Navigate to GA Monthly Quarterly Form 2000.	GA Monthly Quarterly Reports		GA Monthly Quarterly Reports form appears.				
52	Query to find the submitted GA Monthly Quarterly Form 2000. Click Accept button.			Message is displayed stating that: 'Please note that the Federal Receivable Edit has been violated. The Ending Balance on Defaulted Loans (MR32) is not within +/- 2% of the Federal Receivable calculation. MR32_P = <amount> MR32_I = <amount> Federal Receivable P = <amount> Federal Receivable I = <amount> Press Cancel to make correction. Press OK to continue.'		3.16, 3.17, 3.4		
53	Click OK.			Status in Header states Accepted.				
54	View Concurrent Requests.	Help --> View My Requests		Find Requests window appears.				
55	Click Find.			Requests window appears. The following requests initiate and complete successfully: FSA FFEL GA Form 2000 AP/GL Load Interface Journal Import				
56	Record the Journal Import Request ID. Verify that the Output file states all of the journal lines headers and batches that were imported with a status of Success. Record the Batch Name (GL). Save the Output.					3.4		
57	Query to find Batch ID. Record the Batch ID.		SELECT JE_BATCH_ID FROM GL.GL_JE_BATCHES WHERE NAME LIKE '%<batch name from above>:%'	Batch ID appears.				
<b>Verify Journals</b>								
58	Switch responsibility to <b>FSA CFO General Ledger Super User</b> .							
59	Navigate to the Journals Enter screen.	Journals --> Enter		Find Journals Screen is displayed.				
60	Query on the batch name. Select Find.		%<batch name from above>%	Two batches are returned, one for Monthly Quarterly STAT and one for Monthly Quarterly USD.				
61	Click inside of STAT batch line and then click the Review Journal button.			Information matches expected results from the 'Expected Results' tab.				
62	Navigate to Submit Requests window.	Help --> View My Requests --> Submit a New Request		Submit a New Request window appears.				
63	Select Single Request and Click OK.			Submit Request window appears.				
64	Use List of Values to select Request Name. Click OK.		Journals - General(180 Char)	Parameters window appears.				

65	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Type: Line Item Posting Status: Unposted Journals Currency: STAT Period: <a href="#">Jun-03</a> Start Date: (blank) End Date: (blank) Source: (blank) Batch Name: %<STAT batch number>%	Submit Request window appears.				
66	Click OK and click Submit Request.			Requests window appears.				
67	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
68	View output of the Journals - General(180 Char). Verify the STAT entries hit the GL according to the CFO Account Mapping documentation. Save the Output.			Accounting is correct.				
69	Close all windows and return to the Enter Journals (FSA FMS) screen.							
70	Click inside of USD batch line and then click the Review Journal button.			Information matches expected results from the 'Expected Results' tab.				
71	Navigate to Submit Requests window.	Help --> View My Requests --> Submit a New Request		Submit a New Request window appears.				
72	Select Single Request and Click OK.			Submit Request window appears.				
73	Use List of Values to select Request Name. Click OK.		Journals - General(180 Char)	Parameters window appears.				
74	Make sure that all fields in parameters screen are populated: use LOV button if necessary.		Type: Line Item Posting Status: Unposted Journals Currency: USD Period: <a href="#">Jun-03</a> Start Date: (blank) End Date: (blank) Source: (blank) Batch Name: %<USD batch number>%	Submit Request window appears.				
75	Click OK and click Submit Request.			Requests window appears.				
76	Click Refresh until all programs have been initiated and completed with status of Normal.			Requests completed with status of normal.				
77	View output of the Journals - General(180 Char). Verify the STAT entries hit the GL according to the CFO Account Mapping documentation. Save the Output.			Accounting is correct.				
<b>Post Batches</b>								
78	Navigate to the Post Journals screen.	Journals --> Post						
79	Query on the Period.		<a href="#">Jun-03</a>					
80	Click the checkbox next to all Postable Batches created in this script. Click Post. Record Request ID.			Message states: 'The request number is _____'				
81	View Concurrent Requests.	Help --> View My Requests		Find Requests window appears.				
82	Click Find.			Requests window appears. The Posting request initiates and completes successfully.				
83	View output of the Posting request. Verify that all batches were posted successfully. Save the Output.			All batches were posted successfully.				
84	Log out of Oracle Applications.							